

WHERE TO FIND... *ES&H INFORMATION*

Although much of ES&H is simply the application of "common sense," you are almost certain to encounter certain requirements and subtleties that seem to be neither sensible nor obvious. The following resources are available to help you secure the information you need to do your work in a safe and compliant manner.

PEOPLE - At Fermilab, ES&H is considered a "line function." That is, workers are responsible for the ES&H aspects of the work they perform. Similarly, managers are responsible for ES&H aspects of the activities they manage. Therefore, the first person to consult when you need ES&H information should be your **supervisor**. If your supervisor cannot provide the necessary information, you should then consult with your **division/section ES&H organization**. If the information is not available at the division/section level, then your next stop should be the **ES&H Section**. This organization has experts representing a broad range of ES&H areas and in most cases you should be able to get the information you need. As a last resort, you should take your quest to the **Laboratory Safety Committee (LSC)**. The LSC contains technical expertise that may not be readily available through any other resource on site (e.g., cryogenic safety) and also provides a mechanism for developing internal ES&H policy.

INTERNET - Like many organizations at the Lab, the ES&H Section is committed to maximizing the use of electronic media to manage its information. The most visible example of this is the **ES&H Section Home Page** that can be reached from Lab's Home Page under *Fermilab at Work, Divisions & Sections*. Alternatively, you can enter directly via the following URL:

http://www-esh.fnal.gov/home/owa/esh_home_page.html



This web site contains much of the typically used ES&H information having Labwide applicability. This includes **ES&H-related manuals, standards, plans, reports, meeting minutes, alerts, lessons-learned, performance measures, and miscellaneous guidance**. In addition, there are interactive applications under *On-Line Databases* that allow you to comment on **draft ES&H policies, register for training, and make a suggestion**, as well as check on the **current status of findings or occupational injuries/illnesses**. There is even a **Frequently Asked Questions (FAQ)** link that contains guidance on how to do

common ES&H stuff. Access to some features is restricted due to the perceived sensitivity of the associated information. Contact the Section Support Group Leader in the ES&H Section if you require access to restricted data.

The advantages of Internet-based communication are clear – timely updating, ease of retrieval, reduced labor and resource requirements, and portability. However, concern has also been expressed that we may be placing too much reliance on this approach since it is perceived that many workers may not have access to the Internet. Certainly, such individuals are in the minority. If we use possession of an e-mail account as an index, approximately 80% of current Lab employees probably have easy Internet access. For comparison, paper copies of the ES&H Manual were never distributed to more than 20% of the Lab population!

PAPER - It still makes sense to use paper for some types of ES&H communication. Usually this is reserved for messages that should be ***distributed to each-and-every employee*** (like this piece of paper you are holding in your hand) or for ES&H ***procedures that cannot be dependent upon access to a computer***. This includes information that is expected to be used before an employee has a computer (i.e., ***new hires***), or where work will be done in ***isolated locations***, or in ***vehicles***. Typically, electronic versions of paper documents are also posted on the ES&H Section web site.



Our previous best record is 39 days without a lost-time injury.

What's New?	Alerts	People	Manuals	Plans & Schedules
Guidance	Reports	On-Line Databases	Resources	Memos

LSC	ESHTRK	TRAIN
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ES&H Updates - ES&H Information

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